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DPD-8460-59

11 December 1959

MEMORANDUM FOR : Acting Chief, DPD-ID/P

SUBJECT : Contracting Officer Delegation of Authority

REFERENCE : Memo from A/CH/DPD from ID/P, Subject, as above, dtd 7 Dec. 1959

1. In view of some of the statements made in the referenced memorandum, I feel I should make a few comments.

2. [] has advised that Admin Memo No. 164 will be amended to read in accordance with the ID/P's suggestion which will clarify the problem of the Contracting Officer's authority to sign for contracts covered by the DPD annual operational program. My previous delegation of authority permitted me to execute only those contracts covered by a Program Approval (now called Activity Program).

3. The ID/P's recommended procedure on programs is, I think, a good solution to our problems but the administrative work in keeping the Activity Programs up to date is exceedingly difficult. The format for these documents will be reviewed to change the name. Offhand, I cannot think of many other changes required, but will coordinate this with the Branch Chiefs.

4. With regard to paragraph 3 of the referenced memorandum, I would like to state I am in complete accord with the ID/P since the Contracting Officer has never executed any contract until a program approval (now Activity Programs) has been received, or the ID/P has indicated in a memorandum that the program may proceed without the need for such a document. The Contracting Officer has, however, authorized costs to be incurred on a program prior to a written approval when specifically directed by the ID/P. This direction has often been a verbal authorization.

5. To the best of my knowledge the attachment evidences the programs approved to date and the status of the others.

[]
Chief, Contracts Branch, DPD

ATTACHMENT
Approval Status

25X1A

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1 - A/CH/DPD
1 - ID/P
1 - Ch/IB/DPD
1 - Ch/Admin/DPD
1 - Contr/DPD
1 - Chrono

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